

North Fork Rancheria Indian Housing Authority
57907 Old Mill Site Court
North Fork, CA 93643
(559) 877-7360

Board of Commissioners Meeting Minutes
February 19, 2020
5:00 pm

Commissioners Present

Bobby Hale
Richie Cline
Christopher Aguirre
Katrina Guitierrez
Jacquie Van Huss

Commissioners Absent

Thomas Galt
Shannon Wentworth
Elaine Fink

Staff

Paul Irwin
Debora Kerns Barba
Bernice Polkenhorn

Guests

A. CALL TO ORDER:

Bobby Hale called the meeting to order at 5:10 pm.

B. ROLL CALL AND QUORUM DETERMINATION:

Roll was called and it was determined that a quorum was present.

C. APPROVAL OF AGENDA:

Christopher Aguirre motioned to approve the agenda, Katrina Guitierrez seconded, and the motion carried 5/0/0.

D. APPROVAL OF MINUTES 2/5/2020:

Richie Cline motioned to approve the 2/5/20 meeting minutes, Christopher Aguirre seconded, and the motion carried 5/0/0.

E. REPORTS:

(1) Director:

i. 2017 ICDBG – Sierra Mono Museum:

The director reported that vinyl plank and carpet are complete, the restrooms and the remainder of rubber base will be installed on Friday. We have a preliminary final inspection scheduled for tomorrow morning. Security and Surveillance has been scheduled for next Monday. The director is also getting a quote on installing the data outlets and patch panel which were not part of the electrical contract.

ii. 2018 ICDBG – Cultural and Environmental Protection Center:

The director submitted an address request to Madera County for the new building, and has been discussing plans for PG&E with the design team. The

director will be submitting a PG&E application as soon as possible and have options for underground and overhead power. The designer anticipates to have a schematic floor plan by 2/28/20.

iii. **2019 IHBG Competitive Funding - Infrastructure:**

The engineers are moving forward with septic and water design plans, and have initiated a proposal for geotechnical testing. There were topographic discrepancies between the old surveying and the recently completed survey. The engineers want to wait until the recent surveying information is completed so they can confirm the cut & fill plans and set test pit locations. A flyover video was provided based on a recent plan to reduce grading and would result in creating 3 tiers of housing.

iv. **32886 Road 222, North Fork, CA 93643:**

Permits and drawings have been picked up and we have started to get quotes from HVAC contractors and window companies.

v. **PG&E Programs:**

Staff met with PG&E's ESA program contractor last week, and conducted four home assessments. Staff is coordinating with other eligible tenants, and requesting documentation necessary at the date of assessment.

vi. **FY 2020 Audit:**

The director reported that we have issued the contract for auditing services, and field work is schedule for March 18-20th.

vii. **FY 2020 Final IHBG Allocations:**

The director reported that HUD published its final FY 2020 allocations and we will receive \$1,031,084. This is based on a federal appropriation of \$646 million. The estimated FY 2020 allocation was \$879,147, and was based on a federal appropriation of \$600 million. The additional funding will be allocated to the LIHTC project.

(2) **Chairperson:**

(3) **Other:**

F. **NEW BUSINESS:**

(1) **NFRIHA Resolution #20-01 LIHTC Application:**

The director presented a resolution necessary for the Low-Income Housing Tax Credit Application.

Katrina Guitierrez motioned to approve resolution #20-01, Christopher Aguirre seconded, and the motion carried 5/0/0.

G. **OLD BUSINESS:**

H. **EXECUTIVE SESSION:**

Richie Cline motioned to go into executive session at 5:40 pm, Christopher Aguirre seconded, and the motion carried 5/0/0.

(1) **Low-Income Housing Tax Credits (LIHTC):**

The director reported that we continue to coordinate with Travois regarding the LIHTC application due on March 9th. Discussion was held on proposed energy sources and rating factor options. Consensus of the BOC for units to be all electric with solar battery backup, and that no irrigation would be provided.

(2) [REDACTED]:

The director reported the approval of emergency rental assistance.

(3) [REDACTED]:

Staff reported that the applicant accepted the unit, and received keys on 2/10/20.

(4) [REDACTED]:

Consensus of the BOC to contact attorney for issuance of 3-day notice on 2/24/20. Available resources to be provided by staff.

(5) **Policies:**

Special policy meetings scheduled for 4/4/20 and 4/25/20 at 9:00am.

Jacquie Van Huss motioned to come out of executive session at 6:06 pm, Richie Cline seconded, and the motion carried 5/0/0.

I. **NEXT MEETING:**

March 11, 2020 at 5:00 pm.

J. **ADJOURNMENT:**

Christopher Aguirre motioned to adjourn at 6:07 pm, Jacquie Van Huss seconded, and the motion carried 5/0/0.

MINUTES TRANSCRIBED BY:


Bernice Polkenhorn, NFRIHA Office Assistant

COMMISSIONER APPROVAL

At a meeting of the Board of Commissioners of the North Fork Rancheria Indian Housing Authority, called and convened on the 11th day of March 2020 at which a legal quorum was present, these minutes were approved as written by a vote of 5 for, 0 against, and 0 abstaining.


Commissioner

3-11-2020

Date


Commissioner

3/11/20

Date